

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

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TO: LOCAL WORKFORCE INVESTMENT AREAS
CHIEF ELECTED OFFICIALS
CALIFORNIA WORKFORCE INVESTMENT BOARD STAFF
WDB STAFF

SUBJECT: LWIA ADMINISTRATORS' QUARTERLY MEETING MINUTES—
OCTOBER 10, 2000

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Administrators' meeting held at Asilomar Conference Grounds in Pacific Grove on October 10, 2000, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact James W. Scholl, at (916) 657-4610.

/S/ BILL BURKE
Chief

Attachments

LOCAL WORKFORCE INVESTMENT AREA QUARTERLY MEETING

Tuesday, October 10, 2000

Agenda

9:00 a.m.	Welcome/Agenda Building/Hot Topics	Bill Burke, Workforce Investment Division (WID)
9:30 a.m.	Special State Initiatives	Jim Curtis, Program Development & Management Division (PDMD)
10:15 a.m.	Welfare-to-Work Discussion	Jim Curtis, PDMD
11:00 a.m.	Eligible Training Provider List and Internet Application Update	Liz Clingman, WID
11:20 a.m.	Workforce Investment Act Performance and Reporting Updates	Liz Clingman, WID
12:00	Lunch	
1:30 p.m.	Roundtable Discussion of Local Workforce Investment Area Issues and Accomplishments	All
2:00 p.m.	Capacity Building	Bill Burke, WID
2:45 p.m.	Adjourn	

LWIA ADMINISTRATOR'S QUARTERLY MEETING MINUTES

OCTOBER 10, 2000

Welcome/Agenda Building/Hot Topics—Bill Burke, Workforce Investment Division (WID)

- New Branch Deputy Director—Robert J. Hotchkiss has been appointed as the new Workforce Development Branch Deputy Director for the Employment Development Department (EDD).
- Reporting Issues at the National Liaisons Meeting in St. Paul—The meeting was held in August with two key issues. 1) Greater coordination between the states and federal government under the Workforce Investment Act (WIA). 2) Reporting requirements under the Workforce Investment Act Standard Record Data (WIASRD). All the liaisons unanimously voted to either eliminate or substantially modify the WIASRD.
- State Board Update—The key concern for the State Board is the status of the following three State Plan deliverables which have a December 31, 2000, deadline to the Department of Labor (DOL):
 1. Vision and Goals—At the September 8 meeting, members of the Operations Committee expressed an interest in working with members of the Economic Analysis Planning and Systems Development Committee to develop the vision and goals for the State Plan. A joint visioning session has been scheduled for members of these committees on October 16 in Sacramento. A pre-visioning session will be held in Sacramento on October 12 for staff from the partner agencies to work on the development of a draft document that will serve as a starting point for discussions among the Committee at the session on October 16.
 2. Strategic Plan for Youth Services—Staff will reconvene the work group that put together the abbreviated youth plan earlier this year to develop an initial draft of the plan. The draft will be submitted to the Operations Committee and the Youth Subcommittee of the Economic Committee for input prior to being posted on the calwia.org Web site for public review and comment. Comments received on the initial draft will be incorporated into the final document that will be forwarded to the Economic and Operations committees, then to the Executive Committee for approval prior to being submitted to DOL on December 31, 2000.
 3. Strategic Plan for Capacity Building—The initial plan for capacity building was presented to members of the Operations Committee on September 8, 2000. Staff will continue to work with the State Board and California Workforce

Association (CWA), as well as other key stakeholders, to identify technical assistance needs and develop strategies. The results of these efforts will be incorporated into a draft that will be provided to members of the Economic subcommittee on systems development and the Operations Committee for input prior to being posted on the calwia.org Web site for public review and comment. Comments received on the initial draft will be incorporated into the final document that will be forwarded to the Economic and Operations committees, and then to the Executive Committee for approval prior to being submitted to DOL on December 31, 2000.

Other State Board updates are as follows:

- Executive Committee—On July 25, the Executive Committee voted on behalf of the State Board to support the State application for requesting a federal Work Incentive Grant under the Ticket-to-Work program.
- Update on local board certification—During the October 6 full Board meeting, staff reported that 33 local boards have been recommended for approval and full certification and 17 local boards for conditional certification. We are expecting all boards to be recommended for full certification by December 31, 2000.
- Local plans—All local plans were conditionally approved. Supplemental information had been requested as necessary and EDD's review will be completed in November.
- WIA 15 Percent Call Letters—A call letter was issued on September 22, 2000 inviting interested parties to submit requests to the State Board. There were approximately 2,000 letters sent out for the Governor's 15 percent funding.
- Rapid Response—A draft directive, *WIAD-005, Applications for Rapid Response Funding*, was sent out October 30, 2000, concerning the remaining rapid response allocations.

Special State Initiatives—Jim Curtis, Program Development & Management Division (PDMD)

There are several important initiatives currently being implemented:

- Youth Program—There is \$450,000 available for this program. A Request for Proposal (RFP) has been sent out. The Youth Build Operations will be the recipient of this money. A second RFP is now in process to begin round two.
- Jobs for California Grads—There is \$500,000 available for this program. This program is only for graduates in the Sacramento to Kern County areas. A RFP will be released in the near future.
- Faith-Based Initiative—There is currently an RFP out for this initiative. The State Board sent out 2,000 letters and EDD sent out over 29,000 letters to cover the faith-based community. Over 3,400 letters of intent were received. The bidders conferences have been conducted and completed. The due date for submitting proposals under this RFP was October 17, 2000.

Two tiers have been constructed for this RFP:

1. Tier one goes to those agencies that have done business with the public sector and has expertise with federal and State funding. Successful proposals in this tier will be awarded up to \$600,000.
 2. Tier two is for agencies with no experience with federal or State public funds. Successful proposals in this tier will be awarded up to \$200,000.
- Youth Development and Crime Prevention—There is \$5.075 million set aside for this program. This initiative is in partnership with EDD, Mental Health, and Department of Alcohol and Drug to establish and set-up an RFP. The RFP was recently sent out.
 - Caregiver Training Initiative—Michael Evashenk is the lead for this initiative. The deadline for submitting proposals in Reponse to the Solicitation for Proposals (SFP) is November 13, 2000. The bidders conferences were completed by October 13, 2000. The State has been divided into nine regions for this SFP.

Welfare-to-Work Discussion (WtW)—Jim Curtis, PDMD

The WtW Forums began late July and ended in September with six forums held throughout California. The forums were co-sponsored by DOL, Department of Social Services, and EDD. The agenda included a State-level presentation of the status of the California Work Opportunity and Responsibility to Kids Act and WtW Grant programs. Additionally, DOL presented updated information on the WtW Grant Program amendments. Panels were convened relative to each region with local practitioners sharing best practices with their peers. All of the forums were well attended; the largest attendance was just over 250 people in Los Angeles. Attendee feedback indicated the forums were very successful.

Eligible Training Provider List (ETPL) and Internet Application Update—Liz Clingman, WID

The EDD continues to review options for presenting the ETPL on the Internet. The List should be available on the Net by the end of the calendar year. A new workgroup will be organized after the first of the year to look at detailed guidance for subsequent eligibility. The California Department of Education and the Chancellor's Office for the Community Colleges will be included in this workgroup.

Workforce Investment Act Performance and Reporting Updates—Liz Clingman, WID

There was a meeting held in Washington D.C. on September 26 and 27 in partnership with the National Association of State Workforce Board Chairs, National Association of State Liaisons, National Association of State Workforce Agencies, and DOL. In reaching a consensus on a number of issues related to WIA reporting requirements, two subgroups were established to review two specific data reporting requirements in the individual record, the alignment of the periods of performance, and the due dates for reports. All recommendations are subject to final DOL clearance and the Office of Management and Budget approval.

Roundtable Discussion of Local Workforce Investment Area Issues and Accomplishments—All

- There was a discussion concerning the Management Information System (MIS) User Group and LWIA Advisory Quarterly meeting forums. A suggestion came up to combine the MIS, LWIA and CWA meetings so participants could attend discussions relevant to their individual concerns. The group also discussed possible breakout sessions for other subject-based “communities” at future meetings. The next LWIA meeting will be held in conjunction with CWA and the MIS User Group on January 5, 2001 in San Francisco.
- Both the California Cooperative Occupational Information System and State Approved Local Training (SALT) funding has been set aside.
- Core Services—Different One-Stops are using the swipe card process. This seems to be a good way of tracking the activities of the people.

Capacity Building—Bill Burke, WID

The State Board, CWA, and other partners are developing a capacity building plan, which is due before December 31, 2000.